

## **Sacramento Safety Meeting Summary**

### **September 25, 2003**

#### Those who attended:

Ed Virgin, Brent Takemoto, NancyJo Patterson, Donald Taylor, Rachel Kirlis, Katherine Akins, Valerie Sarver, and Susan Paul.

#### Log 300 Review

There have been six workers compensation claims filed so far in Sacramento during 2003.

#### Vehicle Accident Review

There have been eight vehicle accidents during 2003. Four accidents were because our drivers were hit from the rear, which would be unavoidable. Two of our drivers hit other vehicles in the rear, one hit another vehicle while making a left hand turn, and one driver drove off with the gas nozzle still attached to the gas tank. ARB drivers could have avoided each of these latter four incidents.

#### Emergency Plan Status

All, except for the 1927-13th Street facility, updated Emergency Plans have been returned

#### 2003 Safety Inspections

Annual Safety Inspections of Sacramento facilities should be conducted in the next three months.

#### Facility Management Update

There was no report since Diana Wells was unable to attend.

#### Sacramento Headquarters Full Building Evacuation Unannounced Drill

There will be an unannounced full building evacuation drill of the Headquarters building in Sacramento sometime in October.

#### Schedule Next Meeting

It was discussed to have the next meeting held on the second week on January. Due to a conflict it has been scheduled for Thursday, January 8, 2004 at 1:30 pm. Conference Room 550 has been reserved in Sacramento for the conference meeting.